



CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
May 26, 2020

<u>COMMISSIONERS</u>	<u>CITY OFFICIALS AND STAFF</u>
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Jason Truesdell, Chairman (2022)
 Jerry Meyer (2021)
 Joni Korte (2022)
 Mark Smith (2022)
 Paula Glaser (2024)
 John Dodge (2022)
 Mike Clement, Mayor

Paul Hamill, Alderman, Ex-Officio member
 Melanie Rippetoe, Director of Planning & Zoning
 Cinnamon Mullins, Recording Secretary

<u>CASES</u>	<u>REPRESENTATIVES OF CASES</u>
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A. **20-SP-007** Home Source Custom Homes, on behalf of Tim Weilert, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 792 Canary Drive, zoned R-4 Single-Family Residential.

- **Tim Weilert**
792 Canary Dr.
Manchester, MO 63021
314-957-8217
- **Joe Courtney**
HomeSource Custom Homes
3787 West Outer Rd
Arnold, MO 63010
636-296-0100

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of May 26, 2020 to order at 7:00 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner Jerry Meyer	Present	Chairman Jason Truesdell	Present
Commissioner Paula Glaser	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Paul Hamill	Present
Commissioner John Dodge	Present	Melanie Rippetoe, Director	Present
Mayor Mike Clement	Present	Cinnamon Mullins, Recording Secy	Present

3. APPROVAL OF MINUTES

Mayor Clement made the motion to approve the minutes of May 11, 2020. Motion seconded by Commissioner Korte; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

4. APPROVAL OF AGENDA

Alderman Hamill made the motion to approve the agenda as presented. Commissioner Meyer seconded the motion. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

5. OLD BUSINESS

6. NEW BUSINESS

- A. 20-SP-007** Home Source Custom Homes, on behalf of Tim Weilert, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 792 Canary Drive, zoned R-4 Single-Family Residential.

Tim Weilert presented this case. He explained that proposed project is for a one story ranch style home on his family's property. Director Rippetoe reported that their plans met all of the City's setback and zoning regulations. Staff had no objections. Mr. Weilert and Joe Courtney, contractor for the project, answered questions presented by the Commission regarding the demolition of the existing structure and explained that there would be no additional water runoff from the new structure.

Mayor Clement made the motion to approve the Site Plan of CASE #20-SP-007. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

7. PLANNING AND ZONING DIRECTOR'S REPORT

Director Rippetoe reported that the Planning & Zoning Department has all returned to the office full-time, but due to the inability to social distance at their desks, Code Enforcement will alter their time at the desk and time in the field. She also reported that the Board of Adjustment approved two signs at their regular May meeting. The Board of Adjustment currently has one fence scheduled for the upcoming June meeting. Director Rippetoe explained that City Hall is now open to the public, but is requiring the wearing of face masks and continuing limited contact procedures.

8. EX-OFFICIO'S REPORT

Alderman Hamill reported that the Board of Aldermen went through the budget and they will have more information on the impact on the City after the April sales tax information is available. He also reported that the municipal elections are being held on June 2nd.

9. MAYORAL REPORT

Mayor Clement reported that the upcoming ballot on June 2nd will contain Proposition S regarding funding for the Sewer Lateral Program in the City of Manchester. He also reported that the City is hosting a food drive supporting Circle of Concern on June 6th. Mayor Clement explained that the City is still working with small businesses through this trying time and that there has been an extension to the Small Business Relief Program through St. Louis County.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

At 7:14pm Chairman Truesdell lost connection with the meeting and Acting Chairman Smith took over the role as chair.

11. ADJOURNMENT

Mayor Clement made the motion to adjourn the Planning and Zoning Commission meeting of May 26, 2020 at 7:15 p.m. Motion seconded by Commissioner Meyer; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

Respectfully submitted by:
Cinnamon Mullins, Recording Secretary
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